

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** Inventory Transaction (Staff recommends approval).

**REQUESTED ACTION:** Please authorize the following inventory transaction:

☐ Work Session (Report Only)

**DATE OF MEETING:** 3/8/11

☒ Regular Meeting

☐ Special Meeting

**CONTRACT:** ☒ N/A

Vendor/Entity: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Termination Date: \_\_\_\_\_

Managing Division / Dept: \_\_\_\_\_

Financial Services

**BUDGET IMPACT:** \_\_\_\_\_

☐ Annual

**FUNDING SOURCE:** \_\_\_\_\_

☐ Capital

**EXPENDITURE ACCOUNT:** \_\_\_\_\_

☐ N/A

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**HISTORY/FACTS/ISSUES:**

The request for the Board is to approve the inventory transaction as noted below as it is not in working condition:

DESCRIPTION	ASSET TAG NUMBER	ACTION
Canon Printer w/10 bin sorter and feeder	SR-1243-X	Junk